

DECEMBER 2008  
NOTICE TO THE TOWN OF POLK PROPERTY OWNERS

Enclosed is your 2008 tax bill. **Please pay by mail if possible**, using the enclosed envelope. Tear off the appropriate stub and send it along with your check to the Town Treasurer. *(If you are paying in full, use that stub, if you are paying in installments, utilize the 1<sup>st</sup> installment stub).* **All special assessments, special charges and special taxes must be paid in full. Any special cannot be postponed. Due date is January 31, 2009.** Unpaid taxes will become delinquent as of February 1, 2009, and interest will be charged at 1 ½ % per month. The Treasurer will honor the postmark date.

When you mail your tax bill, **send a stamped self-addressed envelope** to receive your receipt. **RECEIPTS WILL NOT BE MAILED WITH OUT A STAMP.** Because of the volume of mail, please allow several days to receive your receipt.

**YOUR RECEIPT IS NOT VALID UNTIL YOUR CHECK HAS BEEN CLEARED BY YOUR BANK.**

There is also a mail slot in the front door of the Town Hall for those who wish to use it.

In the event you received a tax bill for a property you no longer own, forward the tax bill to the new owner, or return the tax bill to the Treasure giving the new owner’s name and address.

If you neglected to send a stamped self-addressed envelope along with your payment, a receipt may be picked up at the Town Hall between 7:30 a.m. until noon, Monday thru Thursday.

**ATTENTION:** The Town of Polk’s mill rate is **.53 per thousand**. The tax levy for the Town of Polk is **\$332,810**. An increase of **\$6,524.00 plus computer aid equals (2%), which is the total levy allowed by the State Legislators**.

**(See 2008 Tax Apportionment by School Districts on back page).**

**Dog Licenses:** Renew or Apply by April 1, 2009. If you no longer have a dog, you must notify the Treasurer!

**Should you prefer to pay your taxes in person**, the following is a schedule of when the treasurer will be available at the Town Hall, located at 3680 Hwy. 60, to collect taxes:

Monday, December 29	7:30 A.M. to Noon	Thursday, January 29	7:30 A.M. to Noon
Tuesday, December 30	7:30 A.M. to Noon	Friday, January 30	7:30 A.M. to Noon
Wednesday, December 31	7:30 A.M. to Noon		

**NOTE:** Because of the State School Tax Credit, many of you will have checks from your Bank or Mortgage Company in excess of your tax liability. If this is the case, the Town Treasurer will have to refund the difference. This refund check needs Town Board approval and proper signatures. This means you should expect at least a three to a four-week wait for a refund. You may want to ask your lender to issue two checks based on proof of your tax bill.

Any balance to your tax bill will be payable to the **Washington County Treasurer no later than July 31, 2009. DO NOT SEND SECOND HALF PAYMENTS TO THE TOWN OF POLK!**

Send or make **payment to:**  
Janice Gettelman, Treasurer, Washington County, P.O. Box 1986, West Bend, WI 53095-7986

TOWN OFFICIALS			
<b>CHAIRMAN</b> Willard Heppe 3156 Sherman Road Jackson, WI 53037 262- 677-3594	<b>ZONING SECRETARY</b> Judith Stephenson 2780 Hwy CC Slinger, WI 53086 262-677-2123	<b>SUPERVISORS</b> Harold Groth 3200 CTH C Jackson, WI 53037 262-677-3179	<b>ASSESSOR</b> Michael Grota, Grota Appraisals, LLC 262-253-1142
<b>TREASURER</b> Shirley A. Kissinger 3366 Mayfield Road Jackson, WI 53037 262-677-3469	<b>CLERK</b> Catherine Whelan 5803 Donegal Road Hubertus, WI 53033 262-77-2123	Theodore Merten 2461 Mayfield Road Richfield, WI 53076 262-677-2597	<b>BUILDING INSPECTOR</b> John Frey 262-673-2435
		<b>POLICE OFFICER</b> Joel Schodron	<b>ELECTRICAL INSPECTOR</b> Robert Brinkman 262-628-0880
			<b>PLUMBING INSPECTOR</b> Scott Clow 262-628-2326

**Town Hall is open Monday thru Thursday, 7:30 A.M. to Noon.**

**RIGHT-OF-WAY CAUTIONS:** In order for the Town to function smoothly, we need your cooperation.

**(1) Ditches** may not be filled or altered nor may land be farmed on the road right-of-way. Ditches are necessary to preserve the road bed from saturation. Any disruption to the road right-of-way will be repaired by the Town and charged back to the property owner. (In most cases, the road right-of-way is 33' from the section line. In most cases, this is the centerline of the road.)

**(2) Trees & Shrubbery** must be kept 10' from the road right-of-way and neighboring property lines to allow for growth and spreading of trees and shrubbery. Do not plant trees under utility lines.

**(Over)**

- (3) **OBJECTS OR OBSTRUCTIONS** may not be placed on road right-of-way, due to the potential liability factor. **CONCRETE DRIVES**, stones, brick walls, cement walls, wood beams, trees, and other shrubbery shall not be placed on road right-of-way. Should any of the above be placed on road right-of-way, they will be removed at the property owner's expense.
- (4) **SNOW SHALL NOT** be plowed, shoveled or otherwise deposited upon the traveled portion of any public road or upon any portion of public road right-of-way.
- (5) **Mud, Glass, Refuse or Waste, Manure or Litter** shall **NOT** be deposited upon the roadways, other property of the Town, upon any private property, or into or upon any body of water or stream within the Town.

**Mailbox Placement Criteria:** A mailbox shall be no closer than the farthest edge of the road shoulder at a height of 42 to 48 inches above ground level. Mailboxes should be shoveled clear 15 feet on each side of the mailbox during the snow season. (NOTE: Any damage to mailboxes not meeting the above criteria will not be assumed by the Town.)

**Red Reflectors:** Use blue instead of red reflectors on mailboxes or at driveway entrances. The red reflectors are mistaken for tail lights and other warning signs and could cause an accident.

**Firearms:** No firearms shall be discharged within 500 feet of any dwelling unless such person is the owner or occupant of the dwelling or a member of the immediate family of such owners or occupant, or upon lands of another person without their permission, or within 200 feet of any public highway.

**House Numbers:** Be sure to install house numbers in an area visible from the roadway so in time of emergency the exact location may be easily found. (These numbers can be purchased at the Town Hall for \$5 plus tax.)

**Recycle Center: 9:00 to Noon Saturdays,** Wednesday 6:00 p.m. to 8:00 p.m. during daylight savings until Sept 30th. Only glass, plastics #1 or #2, aluminum, tin and steel cans, oil, batteries, newspapers and cardboard are accepted. Yard waste is accepted seasonally.

**The recycle center DOES NOT accept tires, TV's, microwaves, appliances with freon, (refrigerators, dehumidifies, etc.) flashlight batteries, antifreeze, paint, propane tanks, all hazardous waste and other refuse or garbage.**

**Applications for the following permits can be obtained from the Zoning Secretary at the Polk Town Hall.**

**Razing Permits:** When a structure is torn down or removed from your property, be sure to obtain a razing permit so the property can be removed from the tax roll.

**Building Permits:** Any building or structure erected, enlarged, or altered requires a building permit.

**Road Access Permits:** No person shall construct a driveway, do any excavation or fill or install a culvert or make any alterations in the Town right of way or in any manner disturb any right of way without an access permit.

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**2008 TAX APPORTIONMENT BY SCHOOL DISTRICT  
PER \$1000 OF ASSESSED VALUE**

UNIT	SLINGER	GERMANTOWN	WEST BEND
Town	\$ 0.53230895	\$ 0.53230895	\$ 0.53230895
County	\$ 2.90220618	\$ 2.90220618	\$ 2.90220618
State	\$ 0.16588	\$ 0.16588	\$ 0.16588
Vocational	\$ 1.31261964	\$ 1.79267898	\$ 1.31261964
School	\$ 8.29371185	\$ 8.75980959	\$ 6.6094605
TOTAL	\$ 13.20672662	\$ 14.1528837	\$ 11.52247527
State School Credit	\$ - 1.45664155	\$ - 1.45664155	\$ - 1.45664155
Adjusted Total	\$ 11.75008507	\$ 12.69624215	\$ 10.06583372

Lake District property owners add the following rates to the above amount for your final rate:

Little Cedar Lake P&R	\$0.40161918
Big Cedar Lake P&R	\$0.16277294

**To use the Recycling Center you are required to have a Recycling Sticker.** Stop in the Clerk’s Office to obtain one.